

**STANDARD ENCROACHMENT PERMIT APPLICATION****PART A**

TR-0100 (REV. 6/2000)

Permission is requested to encroach on the State Highway Right of Way as follows: *(Complete all items: NA if not applicable.)*  
Application is not complete until all required attachments are included.

**FOR CALTRANS USE**

PERMIT NO.

DIST/CO/RTE/PM

SIMPLEX STAMP

1. COUNTY

2. ROUTE

3. POSTMILE

4. ADDRESS OR STREET NAME

5. CITY

6. CROSS STREET *(Distance and direction from site)*

7. PORTION OF RIGHT OF WAY

8. WORK TO BE PERFORMED BY

☐ OWN FORCES ☐ CONTRACTOR

9. EST. START DATE

10. EST. COMPLETION DATE

DATE OF SIMPLEX STAMP

**EXCAVATION**

11. MAX. DEPTH

12. AVG. DEPTH

13. AVG. WIDTH

14. LENGTH

15. SURFACE TYPE

16. EST. COST IN STATE R/W

**PIPES**

17. TYPE

18. DIAMETER

19. VOLTAGE / PSIG

20. PRODUCT

**21. FULLY DESCRIBE WORK WITHIN STATE R/W (additional space on reverse side if needed):** Attach complete plans (minimum 5 sets folded 8.5" X 11" [216 mm X 280 mm]) specs, calcs, maps, etc., if applicable.

YOUR OWN REFERENCE NO. \_\_\_\_\_

Has any other Caltrans Department reviewed your plans? ☐ YES ☐ NO

**22. Is any work being done on applicant's property?** ☐ YES ☐ NO (If "YES," briefly describe in section #21, and attach site and grading plans.)

**23. Is a city, county, or other agency involved in the environmental approval?**

☐ YES (Check documentation type and attach approved copy) ☐ CATEGORICALLY EXEMPT ☐ N.D. ☐ EIR

☐ NO (Check the category below in section 23a, which describes the project)

- 23 a.**
- |   |   |  |
|---|---|--|
| <input type="checkbox"/> FLAGS, SIGNS, BANNERS, DECORATIONS, PARADES AND CELEBRATIONS   | <input type="checkbox"/> CONSTRUCTION / MODIFICATION OF SIGNALS OR ANY OTHER TRAFFIC CONTROL SYSTEMS AND DEVICES, INCLUDING ADDITION OF NEW ELEMENTS. | <input type="checkbox"/> CONSTRUCTION, RECONSTRUCTION, MAINTENANCE, OR RESURFACING OF A DRIVEWAY OR ROAD APPROACH                          |
| <input type="checkbox"/> DITCH PAVING   | <input type="checkbox"/> PUBLIC UTILITY MODIFICATIONS, EXTENSIONS, HOOKUPS  | <input type="checkbox"/> ADDITION OR REPLACEMENT OF ROADWAY DEVICES OR MARKINGS (GLARE SCREEN, BARRIER, LIGHTING, STRIPING, MARKERS, ETC.) |
| <input type="checkbox"/> FENCE  |   | <input type="checkbox"/> MOVIE, TV FILMING   |
| <input type="checkbox"/> MAILBOX  |   | <input type="checkbox"/> EROSION CONTROL   |
| <input type="checkbox"/> SIDEWALKS / GUTTERS  |   | <input type="checkbox"/> SURVEY  |
| <input type="checkbox"/> REPAIR / MAINTENANCE OF EXISTING HIGHWAYS  |   |  |
| <input type="checkbox"/> NONE OF THE ABOVE (If project cannot be described in above categories, request application Part B from the Permit Office.) |   |  |

**23 b.** Does this project cause a substantial change in the significance of a historical resource? ☐ YES ☐ NO (If "YES," request application Part "B" from the Permit Office)

**23 c.** Is this project on an existing highway or street where the activity involves removal of a scenic resource including a stand of trees, a rock outcroppng or a historic building? ☐ YES ☐ NO (If "YES," request application Part "B" from the Permit Office)

**The undersigned agrees and understands that a permit can be denied or a bond required for non-payment of prior or present permit fees, that the work will be done in accordance with Caltrans rules and regulations subject to inspection and approval, and that permit fees may still be due when an application is withdrawn or denied, and that a denial may be appealed in accordance with California Streets and Highways Code, Section 671.5.**

24. ORGANIZATION OR APPLICANT NAME *(Print or Type)*

25. BUSINESS PHONE

26. ARCHITECT, ENGINEER OR PROJECT MANAGER NAME *(Print or Type)*

27. BUSINESS PHONE

28. BUSINESS ADDRESS *(Include City and Zip Code)*

29. AUTHORIZED SIGNATURE

30. PRINT OR TYPE NAME

31. TITLE

32. DATE

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21. Description of work (continued)

FEE CALCULATION -- FOR CALTRANS USE					
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> CASH / CHECK  <input type="checkbox"/> SET FEE                 </div> <div> <input type="checkbox"/> CREDIT CARD  <input type="checkbox"/> AX                 </div> <div> <input type="checkbox"/> EXEMPT                 </div> <div> <input type="checkbox"/> PROJECT EA _____  <input type="checkbox"/> DEFERRED BILLING (Utility)                 </div> </div>					
CALCULATED BY	(1)	(2)			
<b>REVIEW</b>	1. FEE / DEPOSIT	DATE	2. FEE / DEPOSIT	DATE	TOTAL FEE / DEPOSIT
1. _____ HOURS @ \$ _____ *	\$ _____				\$ _____
2. _____ HOURS @ \$ _____ *			\$ _____		\$ _____
<b>INSPECTION</b>	1. FEE / DEPOSIT	DATE	2. FEE / DEPOSIT	DATE	TOTAL FEE / DEPOSIT
1. _____ HOURS @ \$ _____ *	\$ _____				\$ _____
2. _____ HOURS @ \$ _____ *			\$ _____		\$ _____
<b>FIELD WORK</b>					
_____ HOURS @ \$ _____ *	\$ _____		\$ _____		\$ _____
<b>EQUIPMENT &amp; MATERIALS</b>	DEPOSIT	DATE	DEPOSIT	DATE	DEPOSIT
	\$ _____		\$ _____		\$ _____
<b>CASH DEPOSIT IN LIEU OF BOND</b>					
	\$ _____		\$ _____		\$ _____
<b>TOTAL COLLECTED</b>	\$ _____		\$ _____		
<b>CASHIER'S INITIALS</b>	_____		_____		\$ _____
<i>* The current hourly rate is set annually by Headquarters Accounting. District Office staff do not have authority to modify this rate.</i>					
<b>PERFORMANCE BOND</b>	<input type="checkbox"/>	DATE		AMOUNT	
				\$ _____	
<b>PAYMENT BOND</b>	<input type="checkbox"/>	DATE		AMOUNT	
				\$ _____	
<b>LIABILITY INSURANCE REQUIRED?</b>	<input type="checkbox"/> YES <input type="checkbox"/> NO				AMOUNT
					\$ _____

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## PART B

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### INSTRUCTIONS

- Part B is to be completed if the project does not involve a city/county/other agency, and the project could not be adequately described in Part A.
- All questions in Part B must be answered. Significant effects must be explained. This checklist is used to identify physical, biological, social and economic factors which might be impacted by the proposed project. In many cases, the background studies performed in connection with this project clearly indicate the project will not affect a particular item. A "NO" answer in the first column documents this determination. Where there is a need for clarifying discussion of a "NO", provide it in the remarks section following the checklist.
- Your application will be reviewed by our Environmental Unit. They will determine whether your project is categorically exempt under CEQA or whether an environmental study must be made by Caltrans. If the latter, your cost could be significant. An environmental study will determine whether a Negative Declaration or Environmental Impact Report will be required. The (ND) or (EIR) will then be prepared by Caltrans concurrently with processing your application. If an environmental study is required, you must provide sufficient information for this study as part of your application.

ENVIRONMENTAL SIGNIFICANCE CHECKLIST	Yes or No	If Yes, is it significant?*
After making the necessary preliminary studies, answer the following questions:		
<b>PHYSICAL. Will the proposal (directly or indirectly):</b>		
1. Change the topography or ground surface relief features?		
2. Destroy, cover, or modify any unique geological or physical features?		
3. Result in unstable earth surfaces or exposure of people or property to geological hazards?		
4. Result in or be affected by soil erosion or siltation (whether by water or wind)?		
5. Result in the increased use of fuel or energy in large amounts or in a wasteful manner?		
6. Result in an increase in the rate of use of any natural resource?		
7. Result in the substantial depletion of any nonrenewable natural resource?		
8. Violate any published Federal, State, or local standards pertaining to solid waste or litter control?		
9. Modify the channel of a river or stream or the bed of the ocean or any bay, inlet or lake?		
10. Encroach upon a flood plain or result in, or be affected by, floodwaters or tidal waves?		
11. Adversely affect the quantity or quality of surface water, groundwater, or public water supply?		
12. Result in the use of water in large amounts or in a wasteful manner?		
13. Affect wetlands or riparian vegetation?		
14. Violate or be inconsistent with Federal, State, or local water quality standards?		
15. Result in changes in air movement, moisture, or temperature, or any climatic conditions?		
16. Result in an increase in air pollutant emissions, adverse effects on or deterioration of ambient air quality?		
17. Result in the creation of objectionable odors?		
18. Violate or be inconsistent with Federal, State, or local air standards or control plans?		
19. Result in an increase in noise levels or vibration for adjoining areas?		
20. Violate or be inconsistent with Federal design noise levels or State or local noise standards?		
21. Produce new light, glare, or shadows?		
<b>BIOLOGICAL. Will the proposal (directly or indirectly):</b>		
22. Change the diversity of species, or number of any species, of plants (including trees, shrubs, grass, microflora, and aquatic plants)?		
23. Reduce the numbers of, or encroach upon, the critical habitat of any unique, rare or endangered species of plants?		
24. Introduce new species of plants in an area, or result in a barrier to the normal replenishment of existing species?		
25. Reduce acreage of any agricultural crop or commercial timber stand?		
26. Remove or deteriorate existing fish or wildlife habitat?		
27. Change the diversity of species, or numbers of any species of animals (birds, land animals including reptiles, fish and shellfish, benthic organisms, insects or microfauna)?		
28. Reduce the numbers of, or encroach upon, the critical habitat of any unique, rare or endangered species of animals?		

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ENVIRONMENTAL SIGNIFICANCE CHECKLIST	Yes or No	If Yes, is it significant?*
<b><i>SOCIAL AND ECONOMIC. Will the proposal (directly or indirectly):</i></b>		
30. Cause disruption of orderly planned development?		
31. Be inconsistent with any elements of adopted community plans, policies, or goals, the Governor's Urban Strategy, or the President's National Urban Policy (if NEPA project)?		
32. Affect the location, distribution, density, or growth rate of the human population of an area?		
33. Affect life styles, or neighborhood character or stability?		
34. Affect minority or other specific interest groups?		
35. Divide or disrupt an established community?		
36. Affect existing housing, require the displacement of people or create a demand for additional housing?		
37. Affect unemployment, industry or commerce, or require the displacement of businesses or farms?		
38. Affect property values or the local tax base?		
39. Affect any community facilities (including medical, educational, scientific, recreational, or religious institutions, ceremonial sites or sacred shrines)?		
40. Affect public utilities, or police, fire, emergency or other public services?		
41. Have substantial impact on existing transportation systems or alter present patterns of circulation or movement of people and/or goods?		
42. Affect vehicular movements or generate additional traffic?		
43. Affect or be affected by existing parking facilities or result in demand for new parking?		
44. Involve a substantial risk of an explosion or the release of hazardous substances in the event of an accident or upset conditions?		
45. Result in alterations to waterborne, rail or air traffic?		
46. Affect public health, expose people to potential health hazards, or create a real or potential health hazard?		
47. Affect a significant archaeological or historic site, structure, object, or building?		
48. Affect natural landmarks or man-made resources?		
49. Affect any scenic resources or result in the obstruction of any scenic vista or view open to the public, or aesthetically offensive site open to public view?		
50. Result in substantial impacts associated with construction activities (e.g., noise, dust, temporary drainage, traffic detours and temporary access, etc.)?		
<b><i>MANDATORY FINDINGS OF SIGNIFICANCE:</i></b>		Yes or No
51. Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?		
52. Does the project have the potential to achieve short-term, to the disadvantage of long-term, environmental goals? (A short-term impact on the environment is one which occurs in a relatively brief, definitive period of time while long-term impacts will endure well into the future.)		
53. Does the project have environmental effects which are individually limited, but cumulatively considerable? Cumulatively considerable means that the incremental effects of an individual project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects. It includes the effects of other projects which interact with this project and, together, are considerable.		
54. Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?		

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**REMARKS:**

Discuss all items where a "YES" response for "significant" is given. Discuss ways to mitigate any significant effects identified. Where features are incorporated into the project so that potential adverse effects are mitigated to a point where no significant environmental effects would occur, state what those mitigation measures are. (Additional sheets may be used)